



## Region 3 Behavioral Health Board

**Mission:** *Advocate, educate, and ensure accessible care for those in need of mental health and substance use services, by developing and sustaining a network that promotes prevention and ready access to a full range of services.*

**Vision:** *A healthy community through a collaborative integrated network that promotes and sustains recovery for all.*

### Strategic Planning Goals

- *Prevention, Enrichment and Resiliency for all*
- *Crisis Assistance*
- *Increase Collaboration with Medical Providers*
- *Basic Needs*
- *Transportation*

**BYLAWS  
OF  
THE REGION 3 BEHAVIORAL HEALTHBOARD**

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**ARTICLE I: NAME AND ESTABLISHMENT**

The name of this organization shall be Region 3 Behavioral Health Board.

In accordance with Idaho Code 39-3132 this board is established with the legislative intent to be recognized as a governmental entity authorized by the state, in the same manner as other single purpose districts. This board shall have no authority to levy taxes. The board is authorized to provide the community family support and recovery support services listed in Idaho Code 39-3135 (7), but is not limited or required to manage those services.

**ARTICLE II: JURISDICTION**

The principal business of this board shall cover the following counties in the State of Idaho: Adams, Canyon, Gem, Owyhee, Payette, and Washington.

**ARTICLE III: MEMBERS, OFFICERS AND ELECTIONS**

**Section 1.** Members shall be selected in accordance to Idaho Code 39-3134 totaling twenty-three (23) members with the following allocation:

- a) Three (3) county commissioners;
- b) Two (2) Department of Health and Welfare employees who represent the behavioral health system within the region;
- c) One (1) parent of a child with a serious emotional disturbance;
- d) One (1) parent of a child with a substance use disorder;
- e) A law enforcement officer;
- f) One (1) adult mental health services consumer representative;
- g) One (1) mental health advocate;
- h) One (1) substance use disorder advocate;
- i) One (1) adult substance use disorder services consumer representative;
- j) One (1) family member of an adult mental health services consumer;
- k) One (1) family member of an adult substance use disorder services consumer;
- l) One (1) prevention specialist;
- m) A private provider of mental health services within the region;
- n) A private provider of substance use disorder services within the region;
- o) A representative of the elementary or secondary public education system with the region;
- p) A representative of the juvenile justice system within the region;
- q) A representative of the adult correction system within the region;
- r) A representative of the judiciary appointed by the administrative district judge;
- s) A physician or other licensed health practitioner from within the region;
- t) A representative of a hospital within the region.

**Section 2.** In accordance with Idaho Code 39-3134, the appointing authority committee shall meet annually or as needed to fill vacancies on the board. The committee shall request nominations from the board, families, consumers, providers, advocacy groups, and the public. The list of appointments shall be submitted to the Executive Committee. The Executive Committee, as the appointing authority in each region, shall be composed of the followed:

- a) Current Chair of the Regional Behavioral Health Board;
- b) One (1) representative of the Region III Department of Health and Welfare, and;
- c) One (1) county commissioner of a county situated within the region.

**Section 3.** In accordance with Idaho Code 39-3133 this board shall annually elect an executive committee of the five (5) members comprised of one (1) mental health consumer or advocate, one (1) substance use disorder consumer or advocate, one (1) representative of the county commissioners, a representative of Region III DHW Behavioral Health, and the board chair. The vice chair shall be an ex officio, non-voting member unless the chair is absent. The Executive Committee shall be empowered to make fiscal, legal and business decisions on behalf of the full board and other duties assigned in board policies. The Regional Behavioral Health Board may join with another government entity that can fulfill the same management infrastructure function. The executive committee and/or partner public entity shall have the power to:

1. Establish a fiscal control policy as required by the state controller;
2. Enter into contracts and grants with other governmental and private agencies;
3. Develop and maintain bylaws as necessary to establish the process and structure of the board;
4. Employ and fix the compensation, subject to the provisions of chapter 53; title 67, Idaho Code, of such

personnel as may be necessary to carry out the duties of the board.

The board shall elect a two-year term for both a chair and a vice chair. Unless otherwise determined by the board at some future time, the board's operations partner and board staff will perform necessary secretarial and treasurer duties. Duties of the elected positions are defined in Attachment A: Officers and Duties. For other duties of the board, see Attachment B: Memorandum of Agreement with Southwest District Health, and Attachment C: The Contract with the Department of Health and Welfare. All meetings of the Executive Committee shall be held in accordance with the Idaho Open Meeting Law.

## ARTICLE IV: TERM – VACANCIES – COMPENSATION

**Section 1.** In accordance with the Idaho Code 39-3134, the term of each member of the board shall be for four (4) years and members shall be eligible for reappointment. Current membership and term expiration dates shall be recorded in the minutes of the September meeting each year. Termination from the Board may occur if a member has three unexcused absences from regularly scheduled board meetings in a calendar year (January-December). The board executive committee will function as a conduct review committee should the need arise to review a board member's continuation of term for misconduct reasons. The board executive committee will review any misconduct referral(s) and provide recommendations(s) to the full board in accordance with the board policy on Board Member Conduct, which includes a Board Member Code of Conduct (policy and code attached to these bylaws). The vote to terminate a board member must receive a two-thirds (2/3's) majority of the active Board. The board member who is the subject of the termination vote may not be present at the time of the vote. A letter of termination signed by the board chair will be delivered in writing and received by the secretary.

**Section 2.** Vacancies shall be filled for the unexpired term in the same manner as outlined in Idaho Code 39-3134.

**Section 3.** As resources allow, board members shall be reimbursed from board funds at the approved state of Idaho prescribed rate for travel and expense to attend meetings of the Board and other activities as authorized by DHW policy until such time as the board is partnered with another entity at which time the partner entity's policy are in force. A person travelling on official department business is considered to be in "travel status" when the traveler is physically away from their official primary work station by a distance of 50 miles or more, or the travel includes an overnight stay.

**Section 4.** Board members shall be compensated as provided for section 59-509(b) Idaho Code such compensation be paid from the operating budget of the regional behavioral health board as resources allow and if approved by the board.

## ARTICLE V: MEETINGS

**Section 1.** The board generally meets once a month, however, committed to meet at the minimum four (4) times per year.

**Section 2.** All meetings are open to the public and subject to the requirements of Idaho's Open Meeting Law.

**Section 3.** A quorum of the board is constituted by simple majority (51%) of active members of the board. Votes are passed with 51% of present active members of the board for all votes. There is a two-thirds (2/3) vote requirement to terminate someone off a committee and a two-thirds (2/3) vote to change the Board Bylaws. Voting by proxy or email shall not be allowed. Votes cast over a conference call line or through a video conference

connection during the board meeting are considered an in-person vote.

**Section 4.** Members unable to attend a meeting shall notify the board secretary, chair, or designee. Three absences in a calendar year (January – December) without good cause may be deemed a reason for termination of board membership; the board will consider and vote on any issues of termination of a member at the next regularly scheduled board meeting. The board Secretary or designee shall notify any member after two such absences.

**Section 5.** Conference call lines and video conference connections will be made available to facilitate participation of members of outlying communities.

## ARTICLE VI: POWERS AND DUTIES

**Section 1.** In accordance with Idaho Code 39-3135 the Regional Behavioral Health Board shall/may participate in the following relationships with the state behavioral health authority (Department of Health and Welfare), State Behavioral Health Planning Council, and regional behavioral health centers (Regional Health & Welfare behavioral health program):

- a) Shall advise the state behavioral health authority and the state behavioral health planning council on local behavioral needs within the region;
- b) Shall advise the state behavioral health authority and the state behavioral health planning council of the progress, problems and proposed projects of the regional service;
- c) Shall promote improvements in the delivery of behavioral health services and coordinate and exchange information regarding behavioral health programs in the region;
- d) Shall identify gaps in available services including but not limited to services listed in section 16- 2402(3) and 39-3131 Idaho Code and recommend service enhancements that address identified needs for consideration to the state behavioral health authority;
- e) Shall assist the state behavioral health planning council with planning for service system improvement. The state behavioral council shall incorporate the recommendations from the regional behavioral health board into the annual report provided to the Governor annually, as the date changes year to year. The report shall also be provided to the legislature.
- f) May develop or obtain proposals to petition for regional services for consideration by the state behavioral health authority.
- g) May accept the responsibility to develop and provide community family support and recovery support services in their region. The state behavioral health planning council shall also determine when a regional behavioral health board has compiled with the readiness criteria. Community family support and recovery support services include, but are not limited to:
  - i. Community consultation and education;
  - ii. Housing to promote and sustain the ability of individuals with behavioral health disorders to live in the community and avoid institutionalization;
  - iii. Employment opportunities to promote and sustain the ability of individuals with behavioral health disorders to live in the community and avoid institutionalization;
  - iv. Evidence-based prevention activities that reduce the burden associated with mental illness and substance use disorders; and
  - v. Supportive services to promote and sustain the ability of individuals with behavioral health

disorders to live in the community and institutionalization including, but not limited to, peer run drop-in centers, support groups, transportation and family support services.

- h) Shall annually provide a report to the state behavioral health planning council, the regional behavioral health centers, and the state behavioral health authority of its progress toward building comprehensive community family support and recovery support system that shall include the performance and outcome data as defined and in a format established by the state behavioral health planning council; and
- i) May establish committees and working groups as it determines necessary and shall, at a minimum, establish and maintain a children's mental health committee. All committees shall require a chair and one board members.

## ARTICLE VII: BASIC POLICIES

**Section 1.** This board shall be noncommercial, nonsectarian, and nonpartisan. Members shall abide by the Code of Conduct provided to all board members. All policies of the board shall be approved by board vote and maintained as attachments to the bylaws. Policies do not have to be specifically referenced in the bylaws. Once a policy is approved by board vote, it shall be added to the attachments and considered in force until such time as the board votes to revise or remove the policy.

**Section 2.** No person shall be excluded from membership on the basis of race, color, creed, national origin, disability, gender, sexual orientation, or gender identity.

**Section 3.** Competitive processes shall be in place for any opportunities for employment and/or service contracts provided on behalf of and/or overseen by the board.

**Section 4.** Committees or working groups must be officially approved by the board and must not speak for the board or take actions unless prior board approval is given. The purpose of committees and working groups is to carry out the functions of the board and members may be appointed from outside the board membership. All committees and working groups shall have one member of the board as a member. Committees and working groups shall elect their own leadership to include a chair and provide standing reports to the board on at least a quarterly basis or more often, if warranted. Committees and working groups, while not required to follow Idaho Open Meeting Law, are encouraged to follow Idaho Open Meeting Law in regards to publicizing location and time of scheduled meetings, agenda, and meeting notes.

## ARTICLE VIII: PROCEDURES

**Section 1.** PARLIAMENTARY AUTHORITY: *Robert's Rules of Order* (Simplified) shall be the governing authority for the order of business and conduct of all meetings of the board, the executive committee, and other committees of this organization when not be in conflict with these Bylaws.

**Section 2.** All actions shall be based on 51% simple majority vote of the board quorum present, with the exception of two-thirds (2/3) vote for termination and two-thirds (2/3) vote for board bylaws.

**Section 3.** Individual members of the board shall not speak for the board, except for specific delegation.

**Section 4.** Except as otherwise stated, procedures for implementation of board policies shall be included in said policies and approved in the board vote to establish policies. Procedures to implement policies may be modified at any time by board vote and are not amendments to the bylaws.

## ARTICLE IX: AMENDMENTS

The sections of these bylaws not mandated by law may be amended at any meeting of the board by a two-thirds (2/3) majority vote of active present board members, provided the amendment is presented in writing to all members at least 48 hours prior to the business meeting at which they are presented for adoption. These bylaws were approved at a regular meeting on the \_\_\_\_\_, 2021.

Signature: \_\_\_\_\_

Chair

\_\_\_\_\_  
Vice Chair

Bylaws revised January 2021, approved

# CODE OF CONDUCT AGREEMENT

## FOR REGION 3 BEHAVIORAL HEALTH BOARD MEMBERS

Board members will:

- Represent the statute-specified board seat which each was appointed to represent on the board;
- Represent the best interests in the Region 3 Behavioral Health Board and uphold the assurances made in the conflict of interest agreement;
- Respect confidentiality of information received during meetings that fall outside of the purview of Idaho Open Meeting Law;
- Declare potential conflict of interest and refrain from discussion and voting when applicable;
- Acknowledge those who contribute to the success of the board and its activities;
- Speak on behalf of the board only when designated by the Chair of the Board as a whole;
- Adhere to documented processes and support equal access to information;
- Treat staff, fellow board members, affiliates, and presenters with professionalism and positive regard;
- Active participation in board meetings and keep informed about developments and issues relevant to board operations;
- Take responsibility for contributing in a constructive and positive way to enhance good governance and the reputation of the board;
- Take responsibility for reporting misconduct, which has been, or may be, occurring with the board.
- Active board members are expected to engage with efforts of the board 3 – 6 hours a month.
- Termination of members is done by two-thirds (2/3) vote of active current members.

Infractions of this Code of Conduct may result in referral to the Conduct Committee as outlined in the bylaws.

I have read this Code of Conduct and agree to abide by it.

\_\_\_\_\_  
Printed Board Member Name

\_\_\_\_\_  
Board Member Signature

\_\_\_\_\_  
Date





## Region 3 Behavioral Health Board Members

Name	Role to the BHB	Email/Phone	Organization	Title/Department, if known	Term Exp.
Ferne Brandt	Adult SUD Services Consumer Representative	<a href="mailto:Ferne.brandt@usw.salvationarmy.org">Ferne.brandt@usw.salvationarmy.org</a> 208-459-2011	Salvation Army Caldwell	LSW, Case Manager	2024
Amber Acree	Family Member of Adult MH Consumer	<a href="mailto:aacree@trhs.org">aacree@trhs.org</a> 208.284.7749	Terry Reilly Health Services	Marketing and Communications Specialist	2025
Brian Lee	Representative of the Judiciary	<a href="mailto:blee@payettecounty.org">blee@payettecounty.org</a> 208.642.6019	Payette County	Magistrate for the 3rd Judicial District of Idaho	2026
<b>Christopher Partridge</b>	<b>Substance Use Disorder Advocate</b>	<a href="mailto:cpartridge@trhs.org">cpartridge@trhs.org</a> 208.466.7869	<b>Terry Reilly Health Services</b>	<b>Medical Director</b>	<b>2025</b>
Jennifer Magneson	MH Treatment Provider	<a href="mailto:magnesonjennifer@gmail.com">magnesonjennifer@gmail.com</a>			2027
<b>Jessica Werst</b>	<b>Department of Health and Welfare Representative</b>	<a href="mailto:Jessica.Werst@dhw.idaho.gov">Jessica.Werst@dhw.idaho.gov</a> 208.455.7063	<b>Region 3</b>	<b>Department of Health and Welfare Employee</b>	<b>2024</b>
Jodie Keys	Representative of Public Education System	<a href="mailto:jkeys@trhs.org">jkeys@trhs.org</a> 208.467.7654 ext. 1239	NNU	Adjunct Professor	2026
Joy Husmann	VICE-CHAIR/ Hospital Representative	<a href="mailto:Joy.Husmann@uhsinc.com">Joy.Husmann@uhsinc.com</a> 208.871.1741	Intermountain Hospital	Community Liaison	2027
Kristen Heller	Certified Prevention Specialist	<a href="mailto:krheller@trhs.org">krheller@trhs.org</a> 208.721.5026	Terry Reilly Health Services	LMSW, ACADC, Associate BH Director	2025
Lina Smith	Private Provider of SUD Services	<a href="mailto:linas@triviumlifeservices.org">linas@triviumlifeservices.org</a> 208.914.1409	Trivium Life Services	Addiction and Substance Abuse Counselor	2025
Marc Dominguez	Adult Corrections Representative	<a href="mailto:mdomingu@idoc.idaho.gov">mdomingu@idoc.idaho.gov</a> 208.614.6752	Idaho Department of Corrections	Clinician	2025

<b>Melissa Mezo</b>	<b>CHAIR/ Licensed Health Practitioner</b>	<a href="mailto:mmezo@trhs.org">mmezo@trhs.org</a> 208-345-1170 Ext 4202	<b>Terry Reilly Health Services</b>	<b>LCSW, BH Director</b>	<b>2027</b>
Penny Dunham	Department of Health and Welfare Employee	<a href="mailto:penny.dunham@dhw.idaho.gov">penny.dunham@dhw.idaho.gov</a> 208.642.6416	Region 3 DHW	Clinical Supervisor	2024
Samantha Tackitt	Adult MH Services Consumer Rep	<a href="mailto:stackitt@efspfs.com">stackitt@efspfs.com</a> 208.982.0996	Emmett Family Services	Peer Support Specialist/Recovery Coach	2026
Shawneen Magee	Parent of a Child w/ SUD	<a href="mailto:smagee@trhs.org">smagee@trhs.org</a> 509.760.9864	Terry Reilly Health Services	Executive Assistant	2027
Stacey Rosecrans	Family Member of Adult SUD Consumer	<a href="mailto:directorgecore@gmail.com">directorgecore@gmail.com</a> 208.995.5797	Gem County Recovery Center	Executive Director	2024
Jennifer Stairs	<b>Mental Health Advocate</b>	<a href="mailto:jstairs@nnu.edu">jstairs@nnu.edu</a> 208.283.2128			<b>2024</b>
Tricia Ellinger	Parent of a Child w/ MH	<a href="mailto:Tricia.ellinger@gmail.com">Tricia.ellinger@gmail.com</a> 208.260.2699		Parent	2024
Brad Coen	Law Enforcement Representative	<a href="mailto:bcoen@cityofpayette.com">bcoen@cityofpayette.com</a> 208.642.6026	Payette Police		2025
Open Position	Juvenile Justice System Representative				2027
<b>Open Position</b>	<b>County Commissioner</b>			<b>County Commissioner</b>	2026
<b>Open Position</b>	<b>County Commissioner</b>			<b>County Commissioner</b>	2026
<b>Open Position</b>	<b>County Commissioner</b>			<b>County Commissioner</b>	2026

**\*Bold denotes member of Executive Committee**